

Proposal Format

Note: The length of the proposal must not exceed 15 pages. If the proposal exceeds 15 pages, it will be graded only until page number 15. An appendix might be included if additional information is necessary (anything that will interrupt the flow of the proposal). Please read the evaluation sheet to make sure you include all elements requested in the proposal.

Title page

Will contain the title, name of the organization (UPRM, ECE), team members, date, group's name, logo, and course.

Abstract

Table of Contents

Executive Summary

Project Overview

Deliverables

Milestones

Justification and Economical aspects

Introduction

Problem Statement (*See evaluation sheet)

Project Antecedents (Market Description, Similar products, Competitive advantage, Standards, please see evaluation sheet)

Objectives (SMART)

Impact (Social, legal, environmental, etc.)

Product Specifications

System overview and block diagram

Hardware Specifications

Block Diagram

Considerations

Software Specifications

Software Diagram (Architecture)

Considerations

Testing

Restrictions/Scope

Project Management

Organization Breakdown Structure

Project Skills and Resources Assigned

Resources

Biographies of team members

Technical Resources

Work Breakdown Structure

Gantt (identify critical path)

Managerial Approach

Progress Evaluation Plan (include metrics, please see evaluation sheet)

Risk Plan

Budget

References (References must be cited in the text)

Appendix